



Central New York Regional Information Center

MyGradebook User Group April 29, 2010 Meeting Minutes

Attendees: **CNYRIC:** Steve Andrews, Marcia Fenocchi, Brian Hidy, Eric Hovater, Tammy Reilly
F E N: Jeff Faulconer, Vince Krist, Jack McLoughlin
APW: George Parker
Baldwinsville: Melissa Julian
Cato Meridian: Kevin McGowan, Tom Peters, Dennis St Amour, Sue Scharoun, Jen Taylor
Central Square: Chris Tynan
Chittenango: Jason Clark
Fabius: Marc Lauzon, Betsy Pierce
FM: RJ Hartwell, Jeanne Klein
Fulton: Sandi Squires
JD: Connie Myers-Kelly
JE: Drew Deapo, Diane Gleason
Lafayette: Amy Flemming
Liverpool: Mandy Burkard, Bonnie Ladd, Lind Tillotson
Marcellus: Laurie Updike
Moravia: Peg Dienhoffer
North Syracuse: Tim Bednarski, Alina Capria, Liz Carnes, Joan Kesselring, Kelly Moen, Joanne Mroczek, Nikki Slater, Cindy VanGiesen, Charles Yonko
Onondaga Central: Nancy Schmidt
Phoenix: Deborah Dufour, Raina Hinman
Solvay: Barb McCarthy, Sandy Sutherland
West Genesee: Mike Burns, Mike Free, Dan Howard, Nancy Muldoon, Theresa Murray

CNYRIC Support:

- End of School Year Issues:
 - With the increasing usage of MyGradebook.com, CNYRIC reinforced the need for Lead Teachers at the schools for effective year-end support.
 - One of the simplest teacher steps, as well as most important for proper final average calculation is to weight grading periods. CNYRIC has observed that this step has been overlooked by a significant number of teachers. Refer to **Teacher Tip of the Day 1 – Grading Periods** and to a new Enhancement Item listed in these Meeting Minutes.

- Regents Test Scoring Service and its potential implications for teachers using MGB was discussed. It may be possible that teachers may not need to enter two Regents Exam scores in MGB. **Have the School's Administration contact Student Services Department for additional information.**
- SIS provides for end-of-term calculation of grades, referred to as Horizontal Calculations. While not all schools use this feature in SIS, teachers should setup classes in MGB using an appropriate year-end formula. If Horizontal Calculations are used in SIS, then the final average sent from MGB will be the same as those calculated in SIS. **A specific document relating to this will be distributed.**
- The size of the MGB User Group has grown to the point that changes need to be considered about the way the meetings are conducted. Comments in the evaluation sheets confirm that the group agrees. Look for changes in location and format of the User Group Meeting for the fall meeting.

Enhancement Items

- ❑ A revised set of Enhancement Request Lists will be distributed separately. These will be posted on the Student Services website.
- 👍 An error message should display if a teacher attempts to finalize their class with no grading period weights. The error message will force the teacher to enter the GP weights well before the end of the course term.
- 👍 Allow teachers to copy Grading Period weights to other classes.
- 👍 Administrative account capability to review/download all grading period weights.
- 👍 When All Active Students are selected for display in the Low Scores Report or Missing Scores Report, only those students that meet the criteria should be displayed.
- 👍 If a low score is dropped within a category, it should be readily identified on the Parent Portal.
- 👍 The Date Assigned of an assignment should be displayed on the Parent Portal.
- 👍 Teachers should have the option to drop MIS as a low score or not.

Next MyGradebook User Group Meeting, presently scheduled for Wednesday October 27, 2010 may be changed, or other dates and locations may be added. It was agreed that the present schedule of late October and late April meetings is appropriate.